

***ARLINGTON PUBLIC SCHOOLS***

*In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:*

***Arlington School Committee  
Standing Subcommittee: Policies and Procedures  
Thursday, June 14, 2018  
4:30 PM***

*Arlington High School  
School Committee Room, 6th Floor  
869 Mass Avenue  
Arlington, MA*

*Public Participation*

*Approve of minutes December 11, 2017*

*File: BEA REGULAR SCHOOL COMMITTEE MEETINGS*

*File JLCE Nutrition and Wellness Policy and Goals (Recess)*

*Continue review of policy manual*

*Plans and schedule for future meetings, new business*

*6:30 pm Adjournment*

*The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

*Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.*

*Submitted by Paul Schlichtman, Chair*



## **Town of Arlington, Massachusetts**

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### **Meeting Location**

#### **Summary:**

Arlington High School  
School Committee Room, 6th Floor  
869 Mass Avenue  
Arlington, MA



## **Town of Arlington, Massachusetts**

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**Public Participation**



## **Town of Arlington, Massachusetts**

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**Approve of minutes December 11, 2017**

**ATTACHMENTS:**

Type	File Name	Description
▢ Minutes	P_P_minutes_12_11_2017_.pdf	P&P 12 17 2018 draft minutes

DRAFT

## Policies and Procedures Subcommittee of the Arlington School Committee

December 11, 2017, 5:30 p.m.

### Present

Subcommittee Members: Len Kardon, Paul Schlichtman, Kirsi Allison-Ampe

District Leadership: Kathleen Bodie, Ed.D

Others: Michael Gilbert, Massachusetts Association of School Committees

The meeting was called to order at 5:35 p.m.

1. Kirsi moved approval of the minutes of meetings dated November 6, 2017 and May 23, 2017, seconded by Paul, approved 3-0
2. Discussion of Welcoming Community Statement – Postponed

NOTE – review meeting notes/minutes regarding other policy changes.

NOTE – consider changes to JIC when going through policy J

3. Policy review – Mike Gilbert (MG)

Policy review by section:

BDFA-E-2 – Arl version belongs in section C. Move to CBI. Adopt MASC version but need a date for review to replace July 1.

BDFA-E-3 – adopt MASC.

BDG – Use Arl but revise to delete statutory references.

BDH – MASC does not have. Not typical to have where staff assistant is also staff assistant to the superintendent but not addressed elsewhere. MG to revise and bring back.

BE – Arl policy is more detailed. MG said adjourned meetings are allowed in that matter and public hearing is really just a meeting. Delete adjourned and public hearing from list of meetings. Delete Adjourned Meeting language. For Emergency Meeting, MG recommends adding language “after consulting with legal counsel” language. Otherwise keep.

BEA – discussion around Paul’s proposed change, Kirsi suggested “every effort will be made” – MG to revise accordingly. Change to 20 meetings per year to allow one meeting to be moved to summer.

BEB – Fine, no changes needed.

BEC – Policies are similar. MG to rewrite 2 paragraphs on executive session minutes.

BEDA – MASC version is updated so adopt.

BEDB – Keep Arl with minor revisions

BEDD – Same, no change

BEDF – Use MASC policy

BEDG – Recently updated MASC policy with more detailed requirements as result of recent law changes or guidance so adopt those.

BEDH – Use MASC policy but update to include unique items from ARL policy.

BEE – Same, no change

BG – same, no change

BGA – not needed, delete

BGB – Delete item 1 as that is not Arl practice – add “2<sup>nd</sup> Reading” to Action Item description

BCG – Delete unneeded paragraphs from Arl version, but keep that policies will be reviewed every 5 years

BCGA – A – Delete

BGD – MASC has minor updates so adopt

BGE – mostly the same – use MASC version with added Arl paragraph at end

BGF – Same, no change

BHC – Same, no change

BHE – Keep with minor updates from MASC version. Len raised question from Jennifer Susse about role of liaison. After discussion, subcommittee members, MG and the Superintendent felt there was not conflict between role of liaison and the requirements of this policy.

BIA – Use MASC version with Arl unique items added

BIA – E – Not needed, delete

BIB/BIBA – Redundant, use MASC one with Arl unique items added

BID – keep Arl version

BIE – not needed, delete

BJ – Same, no change

BK – Same, no change

Next meeting scheduled for January 30, 2018 at 5:30.

Motion to adjourn made by Paul, seconded by Kirsi, approved 3-0, adjourned at 7:45



## Town of Arlington, Massachusetts

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**File: BEA REGULAR SCHOOL COMMITTEE MEETINGS**

**ATTACHMENTS:**

Type	File Name	Description
▢ Policy	File_BEA__Regular_School_Committee_meetings_06_14_2018_(1).pdf	BEA Regular SC meeting



## **REGULAR SCHOOL COMMITTEE MEETINGS**

The School Committee shall schedule 20 Regular Meetings during each school year. Regular meetings shall be scheduled on Thursday evenings, with specific dates to be set by a vote of the Committee at the time of the adoption of the annual school calendar. Regular Meetings shall begin promptly at 6:30 p.m. and adjourn by 10:00 p.m., unless the rules are suspended by a two-thirds vote of the members present. A time shall be set by majority vote of the Committee members present for completion of the business.

CROSS REFS.: BE and BD and subcodes (all relate to School Committee meetings)

Revised and approved by the Arlington School Committee 6/12/14



## Town of Arlington, Massachusetts

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### File JLCE Nutrition and Wellness Policy and Goals (Recess)

#### ATTACHMENTS:

Type	File Name	Description
▢ Policy	File__JLCE-E_NUTRITION_AND_WELLNESS_POLICY_GOALS__06_14_2018.docx	JLCE-E Nutrition and Wellness Goal (Recess)

## NUTRITION AND WELLNESS POLICY GOALS

### Nutrition Education

A healthy school nutrition environment gives students consistent, reliable health information and ample opportunity to use it. A healthy school nutrition environment includes:

- A commitment to nutrition and physical activity
- Quality school meals
- Other healthful food options
- Pleasant eating experiences
- Nutrition education
- Marketing healthful foods and beverages

**The Superintendent is encouraged to inform the Arlington community at large of the nutrition and wellness goals and activities of the schools. The town leadership and community organizations are encouraged to voluntarily adopt a similar program of changes to provide a consistent message and improve the overall wellness environment for the children of Arlington.**

The Arlington Public Schools will seek to achieve the following goals:

- provide integrated classroom instruction in nutrition K-10, including nutritional knowledge, the benefits of healthy eating, essential nutrients, nutritional deficiencies, the use and misuse of dietary supplements, safe food preparation, handling and storage, and food allergies; nutrition-related skills, including, but not limited to, planning a healthy meal, understanding and using food labels, accessing and critically evaluating nutrition information, misinformation and commercial food advertising; how to assess and manage one's personal eating habits, set goals for improvement and achieve those goals; and how to communicate, make healthy decisions and advocate for developing lifelong healthy habits.
- provide ongoing professional development to staff responsible to teach nutrition including teachers, coaches, counselors, nurses, and food service staff. Information will be shared on food choices, supplements, diets, and food allergies.
- promote healthy nutrition through signage, leaflets, and positive advertising in cafeterias.
- encourage healthy food choices and prohibit the advertisement of unhealthy food choices.

## **Physical Activity**

Research indicates that physical activity has a positive impact on academic performance including improved concentration and memory, improved mathematics, reading and writing test scores, reduced stress, and reduced disruptive behavior. Physical Education provides opportunities for all students to develop the knowledge and skills for specific physical activities, to maintain physical fitness, to regularly participate in physical activity, to understand the short and long term benefits of a physically active lifestyle, and to plan for lifelong activity.

A comprehensive physical activity program encompasses opportunities for students to be physically active, including: physical education, recess, walk-to-school programs, after-school physical activity programs, and physical activity breaks within regular classrooms.

The Arlington Public Schools will seek to achieve the following goals:

- require regularly scheduled physical education in all grades for all students K-10 and offer and encourage regularly scheduled physical education for grades 11 and 12.
- assure that no less than 50% of the time scheduled in physical education class shall be moderate to vigorous activity as recommended by the Centers for Disease Control and Prevention.
- assure that physical educators participate in professional development related to their teaching assignments.
- assure that physical education classes are safe, developmentally appropriate, sequential, inclusive, and are based on national and state standards for fitness and health.
- promote a healthy physically active lifestyle by including 10 minutes of recess on days when students do not attend physical education, at the elementary level, when feasible.
- promote a healthy physically active lifestyle by encouraging schools to offer and post physical activity and athletic programs available throughout the community.
- permit high school students to have access to outdoor space adjoining or near the cafeteria at the end of their lunch period, where feasible.
- Work with families and the larger community to increase physical activity so that students can meet the guidelines, recommended by the Centers for Disease Control and Prevention, of 150 minutes per week for grades K-5, and 225 minutes per week for grades 6-12.
- Consider time for physical activity to be a priority in a child's day, just as time for academic study is a priority.

## **Health Education**

Evidence indicates that comprehensive health education programs have a positive impact on health behaviors of students, including mental health, which can lead to better school performance. (Hawkins, et al., 1999; Murphy et al., 1996; Lindmark et al., 1996; Simun, 1996; Botvin et al., 1997) Some students who have participated in school health education programs, compared to similar students who have not participated in such programs have increased cognitive development and awareness, better school attendance, higher graduation rates, increased goal setting and better application of decision-making skills. (U.S. Senate, 1993; Pitway Charitable Foundation, 1992; Mahai, 1991; Executive summary of the Health Protection Fund, October 1999) Substance use, violence, teen pregnancy, emotional factors, sedentary living, obesity, and stress are all related to diminished school performance. Physical activity, good nutrition, a safe and inclusive environment, mental health and prevention of depression, stress management, hygiene, and rest are important factors in enhancing students' academic performance. These studies suggest that if students are not in good health, they will not be able to learn and achieve at their highest potential.

Comprehensive health education addresses the knowledge and skills for both reducing risk behaviors and increasing actions that increase wellness.

The Arlington Public Schools will seek to achieve the following goals:

- provide a comprehensive and sequential Health Education program in grades k-10 and offer and encourage in grades 11-12, consistent with the Massachusetts Health Frameworks.
- provide teachers responsible for Health Education with professional development on health curriculum, teaching social competence, and cultural inclusion.
- research based health curricula will be incorporated.

- ensure that classroom instruction in health will engage students in active learning, including opportunities to practice skills across the curriculum.

***Arlington Public Schools***

## **Nutrition Standards for All Foods Available on School Campus during the School Day**

The Arlington Public Schools support the *Dietary Guidelines for Americans*. These guidelines stress variety and moderation in food choices. They encourage increased consumption of fruits and vegetables, fish, whole grains, and low-fat milk and dairy products, within the context of an overall diet that is moderate in total calories. They recommend choosing a diet with lower amounts of added sugar, saturated fat and *trans* fat, and salt. The 2005 revision of the *Guidelines* also promotes physical activity.

The Federal Government has rules for meals served through the National School Lunch Program and School Breakfast Program. The standards in this wellness policy ensure that “competitive foods,” which are foods and beverages outside of the federal programs, do not undermine the policy’s other advances in the school nutrition environment.

The Arlington Public Schools will seek to achieve the following goals:

- ensure that the school breakfast and lunch programs meet or exceed all dietary guidelines for the National School Lunch and Breakfast Programs.
- minimize the risk of exposure to food allergens that pose a threat to students, educate the community about allergies, and maintain and regularly update a system-wide protocol for responding to the needs of students with allergies.
- encourage the Food Service Director to seek to offer attractive appetizing healthy meals that are low in sugar, saturated fat, *trans* fat, and salt, and high in fruits, low-fat dairy, vegetables and whole grains.
- for all foods and beverages sold or provided on school property, other than the school breakfast and lunch programs, direct principals to work with school councils, school food service, teachers, and parents to encourage food and beverages choices that conform to the “Massachusetts A La Carte Food & Beverage Standards to Promote a Healthier School Environment.”<sup>1</sup> Manufactured foods that meet this standard are listed on the convenient “Acceptable List” from the John C. Stalker Institute of Food and Nutrition at Framingham State University.”<sup>2</sup>
- assure that food service employees participate in annual professional development on allergies, choking, universal precautions, and hygiene and safety related to food service. A plan will be developed and implemented to certify all food service staff.
- direct principals to ensure that there is sufficient time allotted to school lunch for both eating and social interaction.
- encourage portion sizes appropriate for all age groups, including young elementary school students.
- designate a healthy snack time each day, K-5.
- encourage the use of non-food rewards for accomplishments.

## **References**

### **General references:**

- (1) American Dietetic Association, Society for Nutrition Education, and American School Food Service Association. 2003. “Nutrition services: an essential component of comprehensive health programs.” *Journal of the American Dietetic Association* 103:505-514.
- (2) U.S. Department of Health and Human Services, Office of the Surgeon General. 2001. *The Surgeon General’s Call to Action to Prevent and Decrease Overweight and Obesity*. Available at <http://www.surgeongeneral.gov/topics/obesity/> (accessed May, 2006). Washington, DC: U.S. Government Printing Office.
- (3) Food and Nutrition Board, Institute of Medicine, the National Academies. 2005. *Preventing Childhood Obesity: Health in the Balance*. Jeffrey P. Koplan, Catharyn T. Liverman, Vivica I. Kraak, editors. Available at <http://fermat.nap.edu/catalog/11015.html> (accessed May, 2006). Washington, DC: The National Academies Press.
- (4) Pollitt E, Leibel RL, Greenfield D. Brief fasting, stress, and cognition in children. *American Journal of Clinical Nutrition* 1981;34:1526–33.
- (5) Center on Hunger, Poverty, and Nutrition Policy. Statement on the Link between Nutrition and Cognitive Development in Children. Medford, MA: Tufts University School of Nutrition, 1995.
- (6) Meyers AF et al. School breakfast program and school performance. *American Journal of Diseases of Children* 1989;143:1234–9.
- (7) U.S. Department of Health and Human Services. Guidelines for school health programs to promote lifelong healthy eating. Morbidity and Mortality Weekly Report Recommendations and Report 1996 Jun 14; 45:RR-9;
- (8) Barnard, A. Study links school breakfast, results. *Boston Globe* 2000 Nov 29;

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<sup>1</sup> [http://www.maclearringhouse.com/PDFs/Health&Wellness/MA\\_Food\\_Standards.pdf](http://www.maclearringhouse.com/PDFs/Health&Wellness/MA_Food_Standards.pdf)

<sup>2</sup> <http://www.johnstalkerinstitute.org/vending%20project/healthysnacks.htm>

Minnesota Department of Children Families and Learning. School breakfast programs energizing the classroom 1998;  
(9) Murphy, J.M. et al. Effects of a universally free, in-classroom school breakfast program: results from the Maryland Meals for Achievement Evaluation. Initial Report 1999 May 4;  
NASPE, Executive Summary, Shape of the Nation 2001;

**Revised: September 26, 2006**



## **Town of Arlington, Massachusetts**

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**Continue review of policy manual**





## **Town of Arlington, Massachusetts**

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**Plans and schedule for future meetings, new business**



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## **Town of Arlington, Massachusetts**

**6:30 pm Adjournment**



## **Town of Arlington, Massachusetts**

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**Submitted by Paul Schlichtman, Chair**